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Class. CHANGED TO: TS S C

DDA Memo, 4 Apr 77

Auth: DDA REG. 77

Date: 16-77**MEMORANDUM FOR: Deputy Director of Central Intelligence****THROUGH: Deputy Director (Support)****SUBJECT: "A Program for Encouraging Voluntary Development of the Agency's Language Resources"**

1. The paper attached hereto, subject as above, is submitted in compliance with your recent request for a plan to provide incentive to stimulate personal initiative in language study.

2. If you approve the principles upon which this program is based, I will explore the legal questions involved in using Agency funds for these purposes and the budgetary considerations involved in supporting the program.

3. In my view the first essential step in putting such a program into effect, should it be approved, is the development of a reliable inventory of the language resources of the Agency. While this Office maintains a permanent record of all persons whose foreign language proficiency has been tested, there are many Agency personnel possessing language skills which are not a matter of reliable record. Such an inventory is essential for efficient administration of the proposed program and would be of great value in event of a crisis.

4. Paragraph 6, page 6, of the attached paper describes a Language Specialists Program which is not an essential element of the incentive award program per se. It is included here for your consideration as a means of selecting the most qualified Agency personnel to be trained in neglected languages of current and future concern to the Agency. Approval in principle of the program involves careful development of policies and procedures in the light of Agency career development programs and future use of such trainees by the Agency.

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SUBJECT: "A Program for Encouraging Voluntary Development of the Agency's Language Resources"

5. In submitting this program for your consideration, I invite your attention to the staff study, subject, "Area and Language Training," dated 18 August 1954, and to my memorandum to the Director of Central Intelligence at his request, subject, "Deficiencies in Language Skills Among Agency Personnel," dated 5 July 1955. In the latter memorandum I requested approval in principle of the recommendations contained in the 18 August 1954 staff study. I therefore urge you to consider the attached program in the light of these previous recommendations and solely as a partial solution to the large and complex area and language problem of the Agency.

6. In view of the foregoing, I recommend that you approve the attached program in principle. Upon your approval I will develop the action papers required to put the program into effect and coordinate them, as appropriate, before submitting them for your final approval.

MATTHEW BAIRD  
Director of Training

Enclosures:

"A Program for Encouraging Voluntary Development of the Agency's Language Resources"

CONCURRENCE:

\_\_\_\_\_  
Deputy Director (Support)

\_\_\_\_\_  
Date

APPROVED:

\_\_\_\_\_  
Date

*Handcarried  
8/4/55 by DTR  
to ODS*  
OTR/LES:mjz (4 Aug 55)

C. P. CARROLL  
Deputy Director

- 0 & 1 - Addressee
- 1 - Exec Registry (yellow)
- 1 - DD/S
- 1 - DTR
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- 1 - C/LES

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**MEMORANDUM FOR:** Deputy Director of Central Intelligence  
**THRU:** Deputy Director (Support)  
**SUBJECT:** Plan for a PROGRAM FOR ENCOURAGING VOLUNTARY  
DEVELOPMENT OF THE AGENCY'S LANGUAGE RESOURCES

1. In compliance with your recent request, I submit herewith a paper that explains a plan for, and might be used as an announcement of a PROGRAM FOR ENCOURAGING VOLUNTARY DEVELOPMENT OF THE AGENCY'S LANGUAGE RESOURCES. I believe this plan to be manageable. Its adoption should provide incentive to stimulate personal initiative in language study.

2. In the event this plan receives your approval, it is thought you may wish to inaugurate it by transmission of the attached memoranda. I will then provide an announcement for wide distribution throughout the Agency.

3. In submitting this, I invite your special attention to two features of the program that I regard as especially desirable, in addition to the general recognized advantages that the program is designed to acquire for the Agency.

a. LANGUAGE SPECIALISTS PROGRAM. This program will permit the Office of Training to employ initiative in developing language officers in neglected languages of current and future concern to the Agency. Also, it should permit selection of generally better qualified persons than is permitted under existing regulations where candidacy is limited to personnel of the individual component concerned with development of language officers. Allocation of up to twenty of the current Career Development Slots, on a priority basis, will not result in increased costs to the Agency.

b. LANGUAGE SPECIALISTS ROSTER. At present, there is no reliable inventory of the language resources of the Agency. This roster will provide a basis for immediate location of persons with language knowledge, and an objective and reliable evaluation of the nature and extent of their proficiency. The value of this roster will be especially great in the event of any local or global crises in which the Agency needs to locate immediately persons with certain language competences.

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MEMORANDUM FOR: Deputy Director (Intelligence)  
Deputy Director (Plans)  
Deputy Director (Support)

SUBJECT: A Program for Encouraging Voluntary Development  
of the Agency's Language Resources

1. The plan explained by the attached announcement has been approved. It is in effect at once.
2. The Director of Training will effect general distribution of the announcement to all employees.

CHARLES P. CASPILL  
Deputy Director of  
Central Intelligence